

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY

June 7, 2016

4:00 P.M.

REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, June 7, 2016 at 4:00 P.M. in the 2<sup>nd</sup> Floor Conference Room at City Hall. The following persons were noted as present or absent:

PRESENT: Mayor Joseph Thallemer, Board Members Mike Klondaris, Sheila Burner and Joe Streeter. Also present Fire Chief Michael Wilson and Recording Secretary Shirley Fetrow

ABSENT: Board Member Gordon Nash, Fire Territory Attorney Andrew Grossnickle

Mayor Thallemer called the meeting to order. A Moment of Silence followed the Pledge of Allegiance. Mayor Thallemer noted a quorum.

**MINUTES –**

After no additions or corrections were noted, Board Member Streeter made a motion to accept the May 3, 2016 Minutes as written; seconded by Board Member Klondaris. No further discussion. All members present were in favor.

**RECOGNITION OF VISITORS –** No visitors were in attendance.

**REPORTS / ORAL & WRITTEN COMMUNICATIONS –**

**MONTHLY ACTIVITY REPORT – APRIL 2016** – Chief Wilson summarized the monthly activity report for April. He indicated that the fire department will continue to provide car seat installation checks; Lutheran Health Network KCH will take over as the host agent for the car seat grant program. (Documentation attached to Minutes).

**MONTHLY EXPENDITURE REPORT – APRIL 2016** – Chief Wilson summarized the monthly expenditure reports for April. Mayor Thallemer entertained a motion to approve the April Operating Fund expenditures. Board Member Burner made a motion to approve; seconded by Board Member Streeter. No further discussion. All members present were in favor. There was no activity in the Equipment Replacement Fund to discuss. (Documentation attached to Minutes).

**UNFINISHED BUSINESS –**

**NEW BUSINESS –**

**MIKE BRUBAKER PROMOTION** – Chief Wilson indicated seven applicants applied for the open Captain position; Mike Brubaker was chosen to fill the position and began his duties on June 5<sup>th</sup>. Mayor Thallemer asked the Board Members for acceptance of the promotion. Board Member Burner made the motion; seconded by Board Member Streeter. No further discussion. All members present were in favor. (Documentation attached to Minutes).

**TRAVEL REQUESTS –**

1. **Rescue truck pre-construction meeting** – Truck Committee members will be traveling to Wisconsin with the Hoosier Fire representative to finalize the BOW approved bid spec for the new rescue truck. Chief Wilson explained that the chassis is being built by Spartan which will take approximately six months. Once the chassis is completed,

payment will be made for the chassis. Another construction meeting will take place once the box is formulated and ready to sit on the chassis. A final inspection will take place once the truck is finished. This process takes approximately one year to complete.

2. **NIMS ICS-400: Advanced ICS for Complex Incidents**
3. **OSHA 3015: Excavation, Trenching and Soil Mechanics**
4. **OSHA 510: OSHA Standards for Construction**

Chief Wilson noted that BC Bolinger is the team leader for technical rescue, confined space and trench rescue. He has met with Human Resources and will be taking OSHA classes to be certified for both OSHA inspections and OSHA training for the fire territory as well as the City of Warsaw.

Mayor Thallemer entertained a motion to approve the travel requests. Board Member Klondaris made a motion to approve; seconded by Board Member Streeter. No further discussion. All members present were in favor. (Documentation attached to Minutes).

#### **OTHER MATTERS THAT MAY COME BEFORE THE BOARD –**

**ENGINE 13-2** – Chief Wilson indicated that Engine 13-2 was having transmission issues. Damian at the Public Works Department determined it was not shifting out of third gear. The engine was taken to Clarke Power Equipment in Fort Wayne and determined that the problem was with the wiring harness going to the transmission. Pierce is rebuilding the wiring harness for Clarke Power to install.

**STATION 3** – Chief Wilson noted that he and James Emans, City Engineer, has recently met with Martin Riley Architects to discuss station cost reductions.

**WWFT BOARD MEETING 7/5/16** – Due to the Redevelopment Committee changing their meeting date to Tuesday, July 5<sup>th</sup> at 4:00 p.m., it was agreed that the WWFT Board meeting also scheduled for July 5<sup>th</sup> at 4:00 p.m. will be held at 3:00 p.m. instead.

**WWFT MEETING LOCATION CHANGE** – A discussion took place in regards to moving the WWFT monthly meetings from the Common Council Chamber to the City Hall 2<sup>nd</sup> floor conference room. All members were in agreement to the change. Recording Secretary Fetrow will contact Staci to check on room availability for the remainder of 2016.

#### **MEETING REVIEW –**

NO ITEMS CARRIED FORWARD

NO VISITORS' QUESTIONS AND COMMENTS

#### **ADJOURNMENT –**

Mayor Thallemer entertained a motion to adjourn. Board Member Burner made a motion to adjourn; seconded by Board Member Streeter.

#### **ATTEST:**

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Shirley Fetrow, Recording Secretary

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Sheila Burner, Board Member

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Mike Klondaris, Board Member

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Gordon Nash, Board Member

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Joseph Streeter, Board Member

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Dr. Joseph Thallemer, Board Member